C:\Program Files\Microsoft Office\Media\CntCD1\ClipArt1\j0199359.wmf

Level 3, Grade 3/4 Assessment Task

Semester 2, Term 3

Report Writing Assessment

**The Task:** The students in grade 3 and 4 watched a 4 minute clip on the Orca Whale (Killer Whale). The 1st time they watched it, they just watched. The next 2 times they watched it, they were able to take notes.

After watching the clip, the students had 5 minutes to complete a plan for their report. They then had 40 minutes to complete the report draft and 10 minutes to edit.

In a following session, the students were given 50 minutes to complete a good copy. They had a choice as to what program they wanted to use to present their good copy. Eg. Word, Powerpoint, Glogster, Publisher.

Name: Rebecca

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| --- | --- | --- | --- |
| ***Features of a Report*** | ***Smile.jpgSmile.jpgSmile.jpg*** | ***Smile.jpgSmile.jpg*** | ***Smile.jpg*** |
| Included title |  |  |  |
| Suitable use of sub headings |  |  | **Not used** |
| Paragraphs formed correctly |  |  |  |
| ***Grammar and Punctuation Features*** |  |  |  |
| Correctly formed sentences |  |  |  |
| Sentences made sense |  |  |  |
| Included a range of correctly used punctuation |  |  |  |
| ***Proof Reading and Editing*** |  |  |  |
| Attempted to edit own work, fix up spelling, punctuation and grammatical errors |  |  |  |
| ***Good Copy*** |  |  |  |
| Good copy was complete |  |  |  |
| Included their corrections in good copy |  |  |  |

Teacher comment:

Rebecca has done some great note taking. She has done her best with the time restrictions, completing as much as she could. It is great to see Rebecca using her editing skills showing a self awareness of her spelling mistakes that need correcting. What an improvement!